



**TRANSFER OPPORTUNITY  
FOR CURRENT STATE EMPLOYEES**

**HEARING REPORTER**

**SANTA MONICA**

**DEPARTMENT OF INDUSTRIAL RELATIONS  
DIVISION OF WORKERS' COMPENSATION  
CLAIMS ADJUDICATION OFFICE**

Position: Hearing Reporter

Salary: \$4,458.00 - \$5,417.00

Location: 2701 Ocean Park Boulevard, Ste. 220  
Santa Monica, CA 90405-5212

Duties: Under supervision, reports hearings including verbatim reporting of testimony given by law, expert, and medical witnesses held before the Workers' Compensation Appeals Board at which time it is often necessary to read testimony; transcribes testimony taken in above hearings when ordered; reports dictation of Workers' Compensation Judge in connection with above-described hearings and transcribes from stenotype notes legal documents to include Minutes of Hearing, Summary of Evidence, orders, and occasionally decisions; and performs other duties as required.

DWC Hearing Reporters will be given first consideration when requesting a transfer to a District office and must send an application to the Presiding Judge.
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**SROA and Surplus Employees will be given first consideration and are encouraged to apply.** Current State employees who are eligible for transfer or list appointment to the above class may apply by sending an application to:

Department of Industrial Relations  
Division of Workers' Compensation, Presiding Judge Robert Hjelle  
2701 Ocean Park Boulevard, Ste. 220  
Santa Monica, CA 90405-5212  
(310) 452-2558

**Applications accepted until August 15, 2005, or until position filled**

Applications will be reviewed and interviews for some or all applicants may be scheduled subsequently.

CALIFORNIA STATE GOVERNMENT - EQUAL OPPORTUNITY TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.